

At a worksession of the Orange County Board of Supervisors held on Tuesday, June 14, 2016, beginning at 4:00 p.m., in the Meeting Room of the Gordon Building, 112 West Main Street, Orange, Virginia. Present: Lee H. Frame, Chairman; S. Teel Goodwin, Vice Chairman; R. Mark Johnson; James K. White, and James P. Crozier. Also present: R. Bryan David, County Administrator; Thomas E. Lacheny, County Attorney; and Alyson A. Simpson, Chief Deputy Clerk.

RE: MUNIS – ENTERPRISE RESOURCE PLANNING (ERP) SOFTWARE SYSTEM IMPLEMENTATION REVIEW

Glenda Bradley, Finance Director, presented a PowerPoint presentation to the Board, which included information on the following topics: an overview of the Munis project history; a summary of the project timeline; personnel directly involved in the system implementation and configuration; a shift in culture during the conversion; challenges and tensions throughout the conversion process; lessons learned; project successes; a review of the project budget; and upcoming next steps.

Discussion ensued among the Board regarding: data conversion processes from the former software system; challenges with data conversion; accuracy of converted data; condensing processes and implementing areas of improvement and efficiency; support offered; the use of testing and training modules; user group trainings; and increased productivity and efficiency.

The Board took the information regarding the Munis software system implementation under advisement, and there was no action taken at this time.

RE: FY2018 – FY2022 CAPITAL IMPROVEMENTS PLAN

R. Bryan David, County Administrator, explained that staff had previously sought guidance from the Board regarding the viability of certain CIP projects that had sustained a prolonged tenancy in the CIP document, that were debt funded, or that did not have an identified source of funding. However, because of time restraints, the discussion was delayed until this worksession.

Stephanie Straub, Financial Management Specialist, reviewed example projects identified by staff that warranted discussion and direction from the Board.

Discussion ensued among the Board regarding: desired recommendations and explanations from staff on certain CIP projects in order to better understand the history and/or need; and direction on several projects as to keep, delay, or remove said projects from the CIP.

By consensus, the Board requested that staff finalize the list of Capital Improvements Plan projects based on discussion during the Worksession, with the understanding that the revised list would be presented at the next meeting on June 28, 2016.

RE: ADJOURN

The Board concluded its Worksession and continued to its Regular Meeting at 5:01 p.m.

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Lee H. Frame, Chairman

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R. Bryan David, County Administrator